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TRU-1

FBIS 1488-88
24 August 1988

MEMORANDUM FOR: Deputy Director for Science and Technology

FROM:

Chief, Administrative Staff, FBIS

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SUBJECT:

First Class Air Travel for Mr. Robert W. Manners

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1. Your approval is requested for Mr. Robert W. Manners, Director, Foreign Broadcast Information Service, to travel via first class air accommodations during his 2 to 20 November TDY to FBIS' Far East Bureaus.

2. During this eighteen day period Mr. Manners must consult with five FBIS facilities in Hong Kong, Okinawa, Tokyo, Bangkok, and Seoul. The difficulty in scheduling available flights in this part of the world has resulted in a compressed schedule that includes no rest stops, yet has some travel times exceeding 8 and 10 hours between TDY points. Mr. Manners has representational duties at each stop, regardless of the schedule or time of arrival and inadequate time to refresh or prepare himself for the meetings. He will also have only limited time at each point to confer with Host officials, Bureau management, and individual personnel. Therefore, we request he be authorized first class air accommodations in order to obtain needed rest on an exhausting schedule, and accomplish the purpose of this TDY.

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APPROVAL:

Deputy Director for Science and Technology

06 SEP 1988

Date

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